

**Board of Fire Commissioners  
Fire District No. 1  
P.O. Box 6903  
Freehold, NJ 07728**

**Regular Meeting**

**December 18, 2018**

Chairman John Toutouchi called the regular meeting of the Board of Fire Commissioners to order at 7:35pm. The notice was read, and Chief Haas led the flag salute. Roll call was taken and present at the meeting were John Toutouchi, Andrew Story, Michael Fogarty and Kevin Horan. Also in attendance were Board Attorney-Joseph Youssouf, Board Auditor-Gerry Stankiewicz and Board Secretary-Rachel Davis.

Board Auditor-Mr. Stankiewicz introduced the 2019 Fire District Budget along with 2019 vs. 2018 Budget Comparison Revenues, and Mr. Youssouf read the resolution.

**Motion was made by Mr. Fogarty to approve the Resolution Adopting the Proposed Budget for the Fiscal Year Beginning January 1, 2019 and ending December 31, 2019.**

Second: Mr. Horan

Roll call vote: 4-0 all in favor

**Legal:** Mr. Youssouf will now advertise the budget hearing, which will be scheduled at 7:00pm on January 22, 2019. Mr. Stankiewicz further reviewed the budget and procedures with the Board. Mr. Youssouf will provide nominating petitions for the Office of Fire Commissioner, which must be submitted by January 21, 2019 and will appear in the paper. The Board requested two voting booths. The February 16, 2019 Election will be for commissioner, pumper/truck and the budget.

The application has been submitted to the Local Finance Board, and we will find out where we are on the agenda for January 9th, per Mr. Youssouf, who requested at least two commissioners to attend.

**Motion was made by Mr. Story to approve the minutes from the November 27, 2018 special meeting.**

Second: Mr. Fogarty

Roll call vote: 4-0 all in favor

**Motion was made by Mr. Horan to approve the minutes from the November 27, 2018 regular meeting.**

Second: Mr. Fogarty

Roll call vote: 4-0 all in favor

**Motion was made by Mr. Fogarty to approve the minutes from the November 27, 2018 executive meeting.**

Second: Mr. Story

Roll call vote: 4-0 all in favor

**Motion was made by Mr. Story to approve the minutes from the December 11, 2018 special meeting and special workshop.**

Second: Mr. Fogarty

Roll call vote: 4-0 all in favor

**Treasurer's Report:** Mr. Fogarty read his December 18, 2018 Treasurer's Report into record.

**Motion was made by Mr. Fogarty to transfer \$21,000 from Ocean First money market to Ocean First checking and to pay the bills in the amount of \$20,187.73.**

Second: Mr. Story

Roll call vote: 4-0 all in favor

**Insurance:**

- Mr. Fogarty reported that as of the 1st of January 2019 the Board would be insured with 7710 Insurance in order to reduce expenses.
- Mr. Toutouchi is working on the outstanding workman's compensation claims.
- Board gave new insurance cards to Chief Haas.

**Website:** Up to date.

**Correspondence:** (none)

**Buildings:** (Nothing to report.)

**Chief's Report:** 2nd Assistant Chief Craig Haas read Chief Reifer's report into record.

- Life safety accountability tags are needed; Mr. Fogarty said there is no money right now and asked Chief Haas if it can wait until some time after January 1, 2019; Vice President Kevin Lagravenis interjected and advised Chief Haas to bill the tags to the Fire Company.
- Mr. Toutouchi reported that 1st Assistant Chief Ken Lucas will not be returning as Line Officer next year and will be turning over his computer and cell phone but is requesting to keep the phone number for personal use. Mr. Fogarty expressed his concern that the phone number in question was used for training matters and contains training officer contacts, therefore, said phone number should be used for the next training officer. Board will talk to Chief Reifer and see what should be done.
- Mr. Toutouchi also advised that Ex-Chief Wayne Prochnow's laptop should be given to 2019's 1st Assistant Chief Dan Spicuzza.
- Mr. Toutouchi requested a detailed inventory list, when it comes to inspection, cleaning, repair and retiring gear according to NFPA and OSHA standards. This list is necessary to verify fire gear accountability to the Township Committee. A lengthy discussion was held, and although the Board has been diligent in insuring that there is no waste found in the gear assignments, it was agreed upon by all that the inventory needs to be finished as soon as possible. Lt. Santore advised the Board that he would have it done in one month.

1st Lieutenant Frank Santore reported all good; thanked Board for all the help.

Board congratulated Dan Spicuzza on his recent appointment to 1st Assistant Chief in 2019.

**Fire Company:** Vice President Kevin Lagravenis said they had elections last month, and there were some changes. This will be Mr. Lagravenis' last meeting as Vice President, and he thanked the Board for showing him respect and for having the best interest of the public and the Fire Company.

**Old Business:** Mr. Fogarty reported that the repair work needed on 77 couldn't be claimed under insurance; therefore, the Board discussed selling vs. scrapping. Mr. Fogarty had previously spoken with the Board Auditor-Gerry Stankiewicz, who suggested selling it. Board discussed, and Mr. Horan and Mr. Toutouchi said they were okay with selling it.

**New Business:** Mr. Fogarty confirmed that the Board would be switching the cell phone company to FirstNet AT&T in order to cut expenses.

**Motion was made by Mr. Fogarty to switch from Verizon to FirstNet AT&T as of January 1, 2019.**

Second: Mr. Story

Roll call vote: 4-0 all in favor

Vice President Lagravenis asked the Board if they considered providing the President and Vice President with cell phones, and the Board said that at this time they were looking to cut costs, not add phones. The matter would be discussed further at a future workshop meeting.

Mr. Fogarty advised Chief Haas that he will be monitoring the MDT usage, and if they are not being used, he will pull them. Chief Haas confirmed that the MDT's are very useful and suggested they be moved to the engines. The Board also discussed an MDT training class. Lt. Santore will look into training.

**There being no further business, Mr. Story made a motion to adjourn the meeting at 8:52pm.**

Second: Mr. Fogarty

4-0 all in favor

Respectfully submitted,

Kevin Horan, Secretary  
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